

M e m o r a n d u m

Date: December 4, 2009

To: Mount Shasta Area

Attention: Lieutenant J. R. Lee

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.11626.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on October 5-6, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI randomly selected items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 359 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 55 items when rounded up to the next whole number (d).

| | Population Size | Percentage of Total | Calculated Sample Size | Predetermined List Sample Size |
|---------------------------|-----------------|---------------------|------------------------|--------------------------------|
| | (a) | (b) | (c) | (d) |
| ICU Decals | 136 | 37.88% | 20.08 | 21 |
| Telecommunications | 139 | 38.72% | 20.52 | 21 |
| Fleet | 20 | 5.57% | 2.95 | 3 |
| Weapons | 64 | 17.83% | 9.45 | 10 |
| Total | 359 | | | 55 |

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 48 of the 55 items were located. Two items, hand held radios, were unavailable for inspection due to officers being off-duty. One item, a radio control head, was not located at the command. Furthermore, four other items were transferred out of the command.

Safety, Service, and Security

Mount Shasta Area
Page 2
December 4, 2009

The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing the equipment located at the command to the OPI inventory lists, 26 out of 27 items reconciled. The property inspection results of equipment located at the command to the OPI inventory list are summarized in Attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by March 4, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.


M. C. A. SANTIAGO, CIG
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Northern Division
Fiscal Management Section
Telecommunications Section
Fleet Operations Section
Office of Inspections, Audits Unit

ATTACHMENT A

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
Mt. Shasta (146)
October 5, 2009**

ATTACHMENT A

| EQUIPMENT DESCRIPTION | CHP NUMBER | LISTED ON PROPERTY RECORD BUT NOT FOUND | FOUND BUT NOT LISTED ON PROPERTY RECORD | MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD | TRANSFER | NOT AVAILABLE FOR INSPECTION | COMMENTS |
|-----------------------|---------------|--|---|--|----------|---------------------------------------|--|
| Camera, Olympus | 103092 | | | | X | | CHP 266, 2-6-09, to 076 |
| Mobile repeater | R46486 | | | | X | | CHP 266, 9-10-09, to 047T |
| Hand held radio | R62371 | | | | | X | ID 16191, unavailable until 10-7-09 |
| Hand held radio | R65894 | | | | | X | ID 17912, unavailable until 10-23-09 |
| Control head-mobile | R97340 | | | | X | | CHP 266, 9-10-09, to 047T |
| Control head-mobile | R97682 | X | | | | | Not in vehicle listed, not found at Area |
| Vehicle, C2428F | 1137360 | | | | X | | MRE truck, CHP 57, 10-01-09, to 074 |

ATTACHMENT B

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY INSPECTION REPORT
Mt. Shasta Area (146)**

ATTACHMENT B

| ASSET # | DESCRIPTION | VEHICLE/MISC. | SERIAL # | Y | N | A | T | C | OTHER |
|--|-------------|-----------------------------------|-----------------|--------------|---|---|---|---|-------------------------|
| ICU PROPERTY INSPECTION LIST TO EQUIPMENT | | | | | | | | | |
| 1 | 103092 | CAMERA STILL | OLYMPUS | | | | | X | CHP 266, 2-6-09, to 076 |
| 2 | 103161 | SHELTER 10X10 | ENCORE | | X | | | | |
| 3 | 106870 | CASSETTE RECORDER | SONY | 0546327 | X | | | | |
| 4 | 118977 | PRINTER | HEWLETT PACKARD | MX04I1T03D | X | | | | |
| 5 | 124557 | RADAR VEHICLE | STALKER | 049379 | X | | | | |
| 6 | 124630 | RADAR VEHICLE | STALKER | 049804 | X | | | | |
| 7 | 127134 | PRINTER | HEWLETT PACKARD | USBD012849 | X | | | | |
| 8 | 139458 | PRINTER | HEWLETT PACKARD | CNDXC16232 | X | | | | |
| 9 | 141408 | LAPTOP | GATEWAY | 0035965070 | X | | | | |
| 10 | 141417 | LAPTOP | GATEWAY | 0035965064 | X | | | | |
| 11 | 141422 | LAPTOP | GATEWAY | 0035965072 | X | | | | |
| 12 | 141916 | LAPTOP | GATEWAY | 0036040773 | X | | | | |
| 13 | 141926 | LAPTOP | GATEWAY | 0036040797 | X | | | | |
| 14 | 142668 | SCANNER, NGS FORD MASTER KIT | | 0506-548745K | X | | | | |
| 15 | 146911 | COPIER | SHARP | 56000883 | X | | | | |
| 16 | 149888 | Uninterruptable Power Sour | APC | AS0716130173 | X | | | | |
| 17 | 163699 | DIGITAL VOICE RECORDER | OLYMPUS | 110110957 | X | | | | |
| 18 | 163704 | DIGITAL CAMERA | CANON | 6720306125 | X | | | | |
| 19 | 82842 | SNOWBLOWER MODEL 924037 | ARIENS | 021008 | X | | | | |
| 20 | 95589 | REFRIGERATOR PO146D5002 | KITCHENAID | EEO526210 | X | | | | |
| 21 | XXZ040 | G ANALYST TRANSDUCER/DISPLAY HEAD | | 8345000200 | X | | | | |

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY INSPECTION REPORT
Mt. Shasta Area (146)**

ATTACHMENT B

| ASSET # | DESCRIPTION | VEHICLE/MISC. | SERIAL # | Y | N | A | T | C | OTHER |
|--|---------------------------|-----------------|--------------|---|---|---|---|---|-------|
| ICU EQUIPMENT TO INVENTORY LIST | | | | | | | | | |
| 1 139459 | PRINTER | HEWLETT PACKARD | CNDXD13937 | | | X | | | |
| 2 141016 | FILE SERVER | HEWLETT PACKARD | 2UX54101MU | | | X | | | |
| 3 141363 | LAPTOP | GATEWAY | 0035965105 | | | X | | | |
| 4 141913 | LAPTOP | GATEWAY | 0036040816 | | | X | | | |
| 5 141914 | LAPTOP | GATEWAY | 0036040801 | | | X | | | |
| 6 141917 | LAPTOP | GATEWAY | 0036040789 | | | X | | | |
| 7 141918 | LAPTOP | GATEWAY | 0036040800 | | | X | | | |
| 8 141919 | LAPTOP | GATEWAY | 0036040820 | | | X | | | |
| 9 141921 | LAPTOP | GATEWAY | 0036040795 | | | X | | | |
| 10 141923 | LAPTOP | GATEWAY | 0036040774 | | | X | | | |
| 11 141924 | LAPTOP | GATEWAY | 0036040777 | | | X | | | |
| 12 143232 | LAPTOP | GATEWAY | 0036126378 | | | X | | | |
| 13 145028 | PRINTER, COLOR | HEWLETT PACKARD | CNTBB37270 | | | X | | | |
| 14 145029 | PRINTER, COLOR | HEWLETT PACKARD | CNTBB37025 | | | X | | | |
| 15 145309 | SWITCH | CISCO | FOC1025X7SY | | | X | | | |
| 16 149889 | Uniterruptable Power Sour | APC | AS0716130147 | | | X | | | |
| 17 162047 | ROUTER | CISCO | FTX1221Z1G4 | | | X | | | |
| 18 AF01735 | SCANNER 7400C | HEWLETT PACKARD | TW13QA0262 | | | X | | | |

LEGEND

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ATTACHMENT C

**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
Mt. Shasta Area (146)**

ATTACHMENT C

| ASSET # | DESCRIPTION | VEHICLE/MISC. | SERIAL # | Y | N | A | T | C | OTHER |
|--|-------------------------------------|---------------|-----------|------------|--------|---|---|---|--|
| PROPERTY INSPECTION LIST TO EQUIPMENT | | | | | | | | | |
| 1 | R41710 Mobile Radio | 1248610 | 9540493 | GE | X | | | | |
| 2 | R43525 Mobile Radio | spare | 9541859 | GE | X | | | | |
| 3 | R45029 Mobile Repeater | 1288867 | 7611084 | GE | X | | | | |
| 4 | R45954 Mobile Repeater | C2617P | 1154396 | 7723471 | GE | X | | | |
| 5 | R46324 Mobile Repeater | | 1270437 | 7733234 | GE | X | | | |
| 6 | R46486 Mobile Repeater | 1288867 | | 7725456 | GE | | X | | CHP 266, 9-10-09, to 047T |
| 7 | R49526 Mobile Radio | | | GE | X | | | | |
| 8 | R50438 Scanner | | | 5000221 | UNIDEN | X | | | |
| 9 | R56357 Citizen Band Radio | 1060774 | | 55014793 | UNIDEN | X | | | |
| 10 | R58658 Control Head - Mobile | | | | GE | X | | | |
| 11 | R62371 Hand-Held Radio | 16191 | | 402AWW6434 | MOTOR | X | | | ID 16191, Unavailable until 10-7-09 |
| 12 | R65142 Hand-Held Radio | 14578 | | 402AWYA796 | MOTOR | X | | | |
| 13 | R65894 Hand-Held Radio | 17912 | MM 08-040 | 402AWY9481 | MOTOR | X | | | ID 17912, Unavailable until 10-23-09 |
| 14 | R70016 Base Station - rack type | | | 1583055 | ERIC | X | | | |
| 15 | R71671 Analyzer/Conditioner - Radio | | | | MOTOR | X | | | |
| 16 | R79330 Control Head - Mobile | 1248261 | | | GE | X | | | |
| 17 | R80943 Scanner | 1270997 | | 95000818 | UNIDEN | X | | | |
| 18 | R82053 Control Head - Mobile | | 1270437 | | GE | X | | | |
| 19 | R85737 Citizen Band Radio | 1097616 | | 16002468 | UNIDEN | X | | | |
| 20 | R97340 Control Head - Mobile | 1288867 | | | GE | | X | | CHP 266, 9-10-09, to 047T |
| 21 | R97682 Control Head - Mobile | C2617P | 1154396 | | GE | X | | | Not in vehicle listed, not found at Area |

LEGEND

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**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
Mt. Shasta Area (146)**

ATTACHMENT C

| | ASSET # | DESCRIPTION | VEHICLE/MISC. | SERIAL # | | Y | N | A | T | C | OTHER |
|------------------------------------|---------|----------------------------|---------------|----------|---------|----|---|---|---|---|-------|
| EQUIPMENT TO INVENTORY LIST | | | | | | | | | | | |
| 1 | R22148 | Public Address Amplifier | | | BOGEN | | | X | | | |
| 2 | R43605 | Mobile Radio | C2617P | 1154396 | G E | | | X | | | |
| 3 | R44133 | Mobile Radio | 1288867 | | GE | | | X | | | |
| 4 | R58161 | Mobile Radio | | 1270437 | 9935166 | GE | | X | | | |
| 5 | R73545 | Fixed Receiver - rack type | | | 1590302 | GE | | X | | | |
| 6 | R73546 | Fixed Receiver - rack type | | | 1585312 | GE | | X | | | |
| 7 | R76538 | Control Head - Mobile | C2543F | 1154428 | GE | | | X | | | |
| 8 | R97131 | Control Head - Mobile | 1248610 | | GE | | | X | | | |

LEGEND

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ATTACHMENT D

| STATION | EQUIPMENT ID | LICENSE | DESCRIPTION | YEAR | MAKE | MODEL | PM LOC | |
|---------|--------------|-----------|--------------------------|------------|------|-------|--------------|-----|
| 146 | 1097616 | 1097616 | CANINE | 2001 | 1 | FOR | CRNVIC | 146 |
| 146 | 1248261 | 1248261 | ENFORCEMENT SEDAN | 2008 | 2 | FOR | CRNVIC | 146 |
| | 1248610 | 1248610 | ENFORCEMENT SEDAN | 2009 | 3 | FOR | CRNVIC | 146 |
| 146 | 1248649 | 1248649 | ENFORCEMENT SEDAN | 2009 | 4 | FOR | CRNVIC | 146 |
| 146 | 1249910 | 1249910 | PRIMARY COLLISION FACTOR | 2007 | 5 | FOR | CRNVIC | 146 |
| 146 | 1270437 | 1270437 | ENFORCEMENT SEDAN | 2008 | 6 | FOR | CRNVIC | 146 |
| 146 | 1270843 | 1270843 | ENFORCEMENT SEDAN | 2008 | 7 | FOR | CRNVIC | 146 |
| 146 | 1270997 | 1270997 | ENFORCEMENT SEDAN | 2009 | 8 | DOD | CHARGER | 146 |
| 146 | 1288867 | 1288867 | PRIMARY COLLISION FACTOR | 2008 | 9 | FOR | CRNVIC | 146 |
| 146 | 1289071 | 1289071 | ENFORCEMENT SEDAN | 2009 | 10 | FOR | CRNVIC | 146 |
| 146 | 3QDY791 | 5LSR654 | COMMANDER VEHICLES | 2005 | 11 | FOR | CRNVIC | 146 |
| 146 | C2428F | N 1137360 | MRE 4X4 * | 2002 | 12 | DOD | PU4X4 | 146 |
| 146 | C2543F | 1154428 | ALL TERRAIN MARKED | 2003 | 13 | FOR | EXPED4X | 146 |
| 146 | C2547F | 1154432 | ALL TERRAIN MARKED | 2003 | 14 | FOR | EXPED4X | 146 |
| 146 | C2617P | 1154396 | MRE 2X4 | SCALE 2003 | 15 | CHE | 2500 PU | 146 |
| 146 | C2716F | 1183629 | MRE 4X4 | SCALE 2005 | 16 | DOD | PU4X4 | 146 |
| 146 | | | | | 17 | | | |
| 146 | S372 | 1154444 | SPECIAL VEHICLES | 2002 | 18 | CHR | GEM | 146 |
| 146 | T197 | E00002 | TRAILERS | 1993 | 19 | UNK | RADAR TRLR | 146 |
| 146 | T305 | 1171557 | TRAILERS | 2003 | 20 | CAR | UTILITY TRLR | 146 |

Page Number: 1

If vehicles have been transferred - attach CHP 57 form(s)

PREPARED BY: _____ DATE: _____

COMMANDERS SIGNATURE : _____

#12 - CHP 57, 10-1-09, TO 074

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT E

September 29, 2009

Issued to officer

Comments

RETIRED

Issued to officer:

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

146 - Mt. Shasta

Issued to officer

Comments

Officer Issued Weapons Total:

Comments

Issued to Area/Division

Comments

SCALES

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

Complete Area Inventory

146 - Mt. Shasta

September 29, 2009

[REDACTED]
[REDACTED]
[REDACTED]

Issued to Area/Division: [REDACTED]

Ser#

Control#

Comments

[REDACTED]

[REDACTED]

Ser#

Control#

Comments

[REDACTED]
[REDACTED]

[REDACTED]

Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Issued to Area/Division: [REDACTED]

Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

Complete Area Inventory

146 - Mt. Shasta

September 29, 2009

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

MRE SCALES

Issued to Area/Division:

[REDACTED]

Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]

Issued to Area/Division:

[REDACTED]

Area Issued Weapons Total:

Area Grand Total:

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

VEHICLE NR: C2428F

170-04

#12 VEHICLE

YEAR: 2002
 MAKE: DOD
 MODEL: PU4X4
 CLASS CODE: MR4
 DEALER STOCK NR: 2F1327

LICENSE NR: 1137360
 REPLACES VEHICLE: C17711
 VIN: 3B7KF26W12M309202
 DATE PLACED IN SERVICE: 10/02/2003
 FUEL CARD #: 76543

EQUIPMENT

| ITEM: | DESCRIPTION: |
|----------------------|--------------|
| 12 VOLT RECEPTACLE | |
| A CB RADIO | R-87740 |
| A RADIO - CHP | R-42522 |
| A RADIO CONTROL HEAD | R-77101 |
| A REPEATER | R-45908 |
| A SCANNER | R-80852 |
| ANTENNA SWITCHING BO | |
| AUTOMATIC RIFLE LOCK | |
| BOOK/MANUAL BOX | |
| CABLE - CB RADIO | |
| CAMPER SHELL | |
| CHARGING PLUG | |
| CHP TRAILER PLUG | |
| EXEMPT LICENSE PLATE | |
| EXTERNAL JUMPER PLUG | |
| FIRE EXTINGUISHER BR | |
| FIRST AID KIT | |
| FOG LIGHTS | |
| LOW MOUNT RED LIGHT | |
| MAPLIGHT | |
| MD 400 SCALE RACK | |
| NOTE PAD HOLDER | |
| PUSH BUMPER | |
| REAR SPEAKER | |
| REPEATER ANTENNA | |
| ROLL OUT BED | |
| SHOTGUN LOCK | |
| SIREN SNOW SCREEN | |
| SPOTLIGHT LEFT CLEA | |
| STALKER RADAR WIRING | |
| VISION ROOFLIGHT | |
| WINCH | |

OK

10/1/09

COMMENTS:
 WO 08-190

ASSIGNED TO LOCATION: 146

RECEIVED BY:

(Signature)

PRINT NAME:

ID NUMBER:

DATE:

ODOMETER: 150234
 TRANSFERED FROM LOCATION: 146

DELIVERED BY:

(Signature)

PRINT NAME:

ID NUMBER:

DATE:

End of Report

146-01
#1 ICU

| | | | |
|---|---------------|--------------------------------------|------------|
| FROM (COMMAND NAME) | LOCATION CODE | PREPARED BY | DATE |
| Mount Shasta | 146 | M. Taylor | 02/06/2009 |
| TO (COMMAND NAME) | LOCATION CODE | NUMBER BOXES/PIECES IN THIS SHIPMENT | |
| Supply Services | 076 | 1 | |
| SHIPPED VIA <input checked="" type="checkbox"/> SSU truck <input type="checkbox"/> Other (specify) | | DRIVER'S SIGNATURE | |

MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

c266_208.pdf

☐ Return ☐ Repair ☒ Transfer
☐ Loan, return by: _____

EQUIPMENT
MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

| | | | |
|---------------------------|-----------------|---------|---------------|
| RECEIVED BY (SIGNATURE) | PRINTED NAME | DATE | AUTHORIZED BY |
| <i>Victor M. Jauriqui</i> | VICTOR Jauriqui | 9-22-09 | |

c266_208.pdf

146-03

| VEHICLE | | C2617P | |
|------------------|---------|-------------------------|-------------------|
| YEAR: | 2003 | LICENSE NR: | 1154396 |
| MAKE: | CHE | REPLACES VEHICLE: | C1609P |
| MODEL: | 2500 PU | VIN: | 1GCHC24U23E328269 |
| CLASS CODE: | MR2 | DATE PLACED IN SERVICE: | 04/21/2004 |
| DEALER STOCK NR: | 30704 | FUEL CARD #: | 19465 |

VEH. FOR
ICU #135

(R97082 DOES
NOT SHOW ON
CHP 57 AS
BEING INSTALLED
IN THIS VEH.)

EQUIPMENT

ITEM: DESCRIPTION:

12 VOLT RECEPTACLE
A CB RADIO
A RADIO - CHP
A RADIO CONTROL HEAD
A REPEATER
A SCANNER
ANTENNA SWITCHING BO
AUTOMATIC RIFLE LOCK
BOOK/MANUAL BOX
CABLE - CB RADIO
CAMPER SHELL
CHARGING PLUG
CHP TRAILER PLUG
EXEMPT LICENSE PLATE
EXTERNAL JUMPER PLUG
FIRE EXTINGUISHER BR
FIRST AID KIT
LED MIRROR MT RD/BL
LED REAR DECKLIGHT
LOW MOUNT RED LIGHT
MAPLIGHT
MD 400 SCALE RACK
NOTE PAD HOLDER
PUSH BUMPER
REAR SPEAKER
REPEATER ANTENNA
ROLL OUT BED
SHOTGUN LOCK
SIREN SNOW SCREEN
STALKER RADAR WIRING

87682 ✓

43605 ✓

89795 ✓

46072 ✓

74666 ✓

73645 ✓ 07/03/08 ROBIN
49672 ✓ 45954-11-13-08 OAK

COMMENTS:

WO 08-192
PER MEMO-REPLACE WITH 4X4
6/6/08 XFR 125 TO 140 @ 127829

ASSIGNED TO LOCATION: 140

ODOMETER: 130083

TRANSFERED FROM LOCATION: 140

RECEIVED BY:

(Signature)

DELIVERED BY:

(Signature)

PRINT NAME:

PRINT NAME:

ID NUMBER:

ID NUMBER:

DATE:

DATE:

----- End of Report -----